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**DUKES COUNTY REGIONAL HOUSING AUTHORITY**

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**This abbreviated budget is intended to supply town representatives additional details of DCRHA sources of income and areas of expenditure as they relate to total program operations. We welcome the opportunity to answer questions and supply further explanation as requested by committees and representatives.**

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**ADMINISTRATIVE INCOME**

**Operating Administrative**

Towns: Annual Staff Admin	<b>314,347</b>	~	<i>FY17 Requests to the Towns</i>
VHO Office Rental/Utility	47,168	~	<i>Three housing orgs at Vineyard Housing Office</i>
Rental Assistance Admin.	20,000	~	<i>\$300. per 70 CPA funded Rental Assistance situations</i>
Fees (Development, lotteries)	5,000		

<b>Total Administrative Income</b>	<b>386,515</b>
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**ADMINISTRATIVE EXPENSE**

**Personnel Expense**

Executive Director	81,769	~	<i>(115,804 including salary, health &amp; taxes)</i>
Administrator	67,801	~	<i>(88,948 including salary, health &amp; taxes)</i>
Admin. Coordinator	50,036	~	<i>(63,213) including salary, health &amp; taxes)</i>
Admin Assistant Proposed	20,800	~	<i>(32,124 including salary, health &amp; taxes)</i>
Health insurance	37,876		
Employer payroll taxes	46,065		
<u>Total personnel expense</u>	<u>304,347</u>		

**Operating Administrative**

Professional Services	15,000
<b>Legal &amp; Admin Services **</b>	<b>10,000</b>
Office (supplies, tele, training)	21,700
VHO Office Rent	22,800
Operating Reserve	0
<u>Total Admin Expenses</u>	<u>69,500</u>

**VHO Building Expense \*\*\***

Debt Service	14,568
Property Insurance	1,571
Repair & Maintenance	11,500
PILOT (Taxes)	312
Utilities	4,500
Property Mgmt-OPM	0
<u>Total Building Expenses</u>	<u>32,451</u>

<b>Total Admin Expenses</b>	<b>406,298</b>
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**RENTAL PROPERTY & OTHER REVENUE\***

Rental Income	612,932
Property Admin Fees (7%)	42,905
Capital Grant Income	41,236
Fee Income	5,000
Donations	10,000
Contingency Fee	0
(Development Fund)	0

<b>Total Property Income</b>	<b>712,073</b>
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**RENTAL PROPERTY EXPENSES \*\*\*\***

Debt Service	211,569
Property Insurance	30,679
Repair/Maintenance/Turnover	210,000
Capital Expenses	114,700
PILOT (Taxes)	9,531
Utilities	56,600
Property Mgmt-OPM (8%)	47,772
Rubbish Removal	0
Capital Reserve	6,000

<b>Total Property Expenses</b>	<b>686,851</b>
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<b>NET ADMINISTRATIVE INCOME ****</b>	<b>-19,783</b>
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<b>NET PROPERTY INCOME</b>	<b>25,222</b>
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\* FY2017 Projected figures for 79 rental units on 12 properties utilized.

\*\* Legal & Admin funding allows DCRHA timely review and participation in town generated programs. \$10,000 represents a base figure of 50 hours at \$200 per hour. The DCRHA uses pro bono legal work when possible.

\*\*\* DCRHA portion of VHO costs paid from program fees and tenant rental income as needed and available.

\*\*\* Figures will vary due to end-of-year accounting consideration of depreciation and/or capitalization.